



YOUGHAL LAWN TENNIS CLUB



Table of Contents

Overview	1
Create Your Membership Password	3
Membership Payments	4
Mobile App Subscription Instructions	7
Coaching Payments – Add Credit To Your Account	9
Junior Lesson Sibling Discount	9
Example Coaching Payment.....	10
Junior Payments - Junior Memberships.....	12
Junior Payments - Family Memberships	13
Refunds	13
Issues or Questions	14

Overview

Youghal Lawn Tennis Club moved to a new court booking and membership management system (ebooking online EBO) from January 2026.

All Court Booking, Membership and Coaching payments are now managed via this system.

Why EBO?

- Our previous booking system Skedda wanted to increase the yearly subscription from €500 to €1100, the EBO subscription is cheaper than the Skedda (€25 per month) and has many more features, e.g. membership management features, potential for lighting control integration as well as the court booking and other features.
- The club is run by volunteers, as our club has grown significantly over the last few years so has the administration overhead. EBO significantly reduces the amount of administration for the club committee on managing coaching payments and membership renewals.

- We looked at multiple solutions. EBO is in use by other clubs in the Cork region and feedback from those clubs was positive. EBO meets the requirements of YLTC.

EBO uses Stripe for all payment management, none of your card details are stored by the EBO system or by Youghal Lawn Tennis Club.

All payments transactions, e.g. membership, coaching, refunds are stored per member and digital receipts (emails) are sent for all payments/refunds.

- Membership is managed as a **subscription service** via the **“Manage Account” – “Membership”** option.
 - You can cancel your subscription at any time before your next renewal date by emailing admin@youghaltennisclub.ie
- Coaching payments use a **digital wallet** where you add credit to your account via the **“Manage Account” – “Add Credit”** option. Once added you can then book on to the lessons as directed by the club administrator at the time of the coaching event.
- A full history of payments is maintained in your account and cannot be modified by YLTC.

If you wish to setup an app so you can book courts from your phone please see the following document:

- https://bu2.ebookingonline.net/includes/docs/ebookingonline_tech_note8.pdf

PLEASE NOTE ALL SCREENSHOTS EXAMPLES GIVEN HERE ARE FROM THE DESKTOP VERSION OF THE EBO SYSTEM NOT THE MOBILE APP VERSION.

Create Your Membership Password

All parents/guardians of junior members and those family memberships with juniors should have received a welcome email with your membership number for the new ebooking online system.

Using your membership number you should set a password

- <https://ebookingonline.net/box/628> <- click on forgot password to reset

IF YOU HAVE NOT RECEIVED THE EMAIL OR DO NOT KNOW YOUR MEMBERSHIP NUMBER PLEASE EMAIL admin@youghaltennisclub.ie

The screenshot displays the Youghal Lawn Tennis Club's ebooking interface. At the top, the club's name and logo are visible, along with the URL <https://youghaltennisclub.ie/>. The main area shows a grid of tennis courts (Court 1 to Court 4) with time slots (15:30, 16:00, 16:30, 17:00, 17:30, 18:00). Court 4 is marked as 'Booked' for 15:30 and 16:00. A 'Sign in' button is present in the top right. A calendar for January 2026 is shown, with the 25th highlighted. A modal window titled 'Sign in to the booking system' is overlaid, containing fields for 'Member No.' (with the value '600' and a red arrow pointing to it), 'Password', and a 'Show password' checkbox. Below the fields are 'Remember me', 'Sign in', and 'Forgot User ID or Password' (with a red arrow pointing to it) options. The bottom of the page includes navigation buttons for 'Earlier Times' and 'Later Times', and icons for 'No. of Courts' and 'No. of Sessions'.

Note each member has a unique membership number, e.g. a family with two adults and 2 kids will have 4 membership numbers associated with the family account.

If you wish to book multiple courts at the same time then you need to book the different courts using unique membership numbers.

Access to EBO is also available from our website: <https://youghaltennisclub.ie/>

Membership Payments

YLTC membership runs from 1st May to April 30th, each member will receive a membership renewal notice during April this year and will have 60 days from the 1st of May to pay their membership. If not paid within the 60 days your membership will automatically be marked as inactive and you will no longer be able to book courts and you will be removed from all club WhatsApp groups. Please contact admin@youghaltennisclub.ie if this happens and you wish to remain a member.

For our membership year 2026-2027 you will be able to subscribe from April 21st onwards, once subscribed then your membership € amount will automatically be taken on the renewal date which is 1st May 2026.

Note we appreciate not everyone may want to use the EBO system to pay their membership so if you plan to pay by cash or want to pay in installments and not use the EBO subscription option please email admin@youghaltennisclub.ie before 1st May 2026. **However please note we expect this to be the exception rather than the norm as each cash payment has to be processed manually.**

To subscribe/pay your membership for 2026-2027 please first click on “Manage Account”

The screenshot displays the Youghal Lawn Tennis Club website interface. At the top, there are two logos for the club, established in 1995, flanking the club name and website URL: <https://youghaltennisclub.ie/>. Below this is a 'Tennis' section with a grid of court availability for four courts (Court 1 to Court 4) from 08:00 to 10:30. All courts are currently marked as 'Available'. To the right of the grid is a user menu for 'TESTFAMILY Test-Family' who is 'Logged in'. The menu includes buttons for 'Manage Bookings', 'Manage Account' (highlighted with a red arrow), 'Directory', and 'Sign out'. Below the menu is a calendar for January 2026, with the 27th highlighted. At the bottom of the page, there are navigation buttons: '< Earlier Times', 'Later Times >', 'Cancellation Alert', and 'Find a Game', along with status indicators for 'No. of Courts' and 'No. of Sessions'.

Once you click on **“Manage Account”** please go to **“Membership”**.

From April 21st you should see a message similar to the following (amounts/dates may differ):

The screenshot shows a 'Membership' page with the following content:

- Membership** header.
- Red text: **Your current selected membership type is Family and is due to expire on 20/02/2026. Your standard Membership fee of €275.00 is payable every year**
- Text: **Terms & Conditions of Membership** (with a link to the full terms).
- Text: **To renew or start this membership click the 'Subscribe Now' button below.**
- Text: **If you wish to change the duration of your membership or your membership type please select from the options listed below and then click the 'Subscribe Now' button**
- Form: **Select Membership Type** dropdown menu with the option **-- Retain existing Membership Type --** selected.
- Text: **If your membership type is not listed above please email membership@youghaltennisclub.ie**
- Text: **Agree to Terms & Conditions** with an unchecked checkbox and *** required** text.
- Button: **Subscribe Now**

At this point you may change your membership type, e.g. change junior to family etc (DO NOT SELECT THE TEST OPTION).

Once you have selected your membership type then check the box **“Agree to Terms & Conditions”** and click on **“Subscribe Now”**

This screenshot is identical to the previous one, but the checkbox for **Agree to Terms & Conditions** is now checked, and the text *** required** is in red.

At this point a Stripe pop-up window will appear asking you to enter your card details:

The screenshot shows a Stripe payment pop-up window with the following elements:

- Header: **Subscription of €275.00 to Youghal Lawn Tennis Club**
- Form: **Card Holder Name** input field.
- Form: **Card number** input field with a **Use** button and a green checkmark.
- Buttons: **Subscribe** and **Cancel**

Enter your card details and click **“Subscribe”** your payment will be taken from the registered card on the 1st May 2026 (i.e. the membership renewal date).

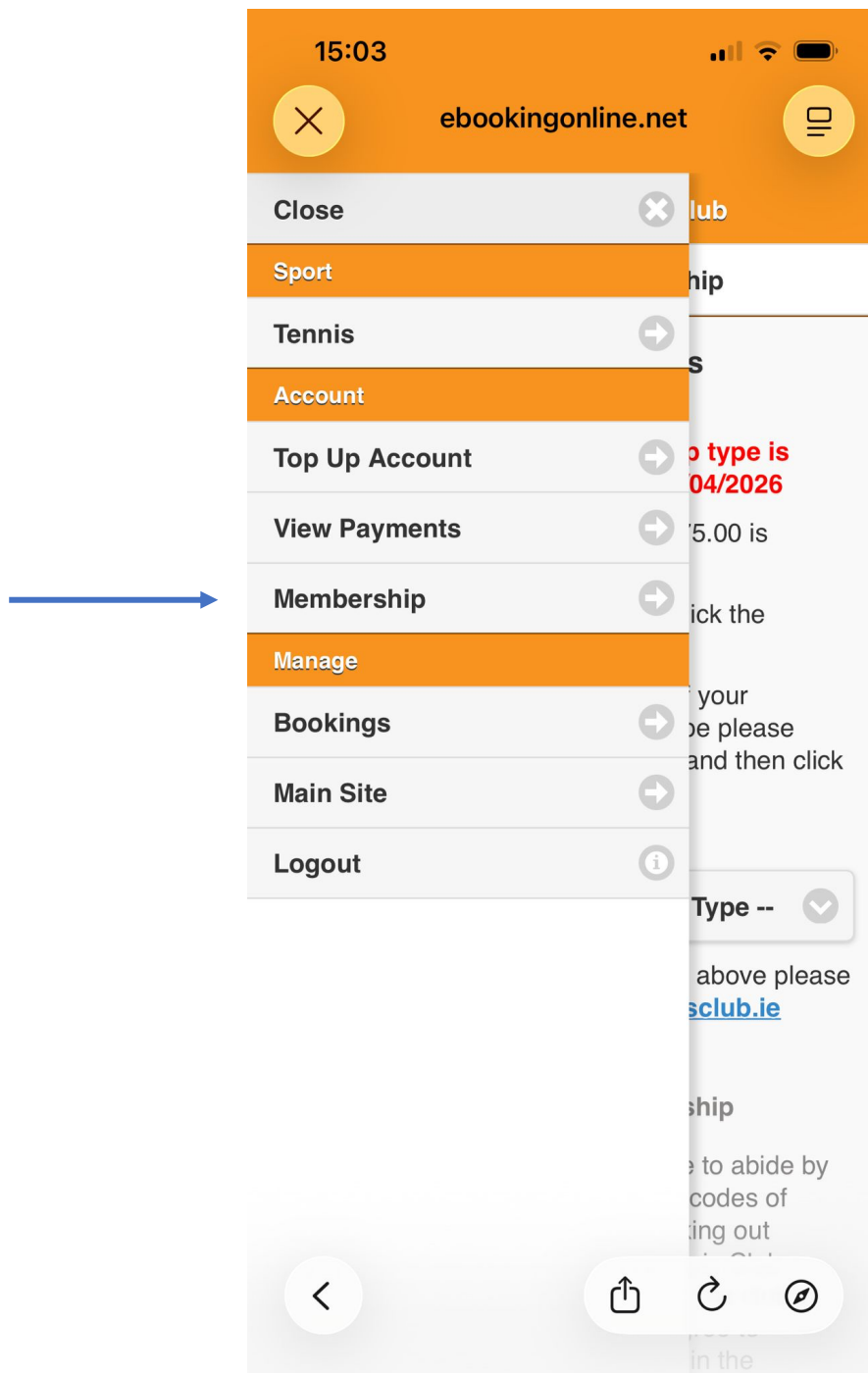
You will receive an email receipt once your membership is paid and money has been taken from your registered card at the renewal date.

You subscription renewal date will also then be set to 01/05/2027, if you don't want to renew your membership the following year, simply email admin@youghaltennisclub.ie to cancel it. If a subscription was taken from your account where you had forgotten to cancel it or you chose the incorrect subscription it can be easily refunded through the system.

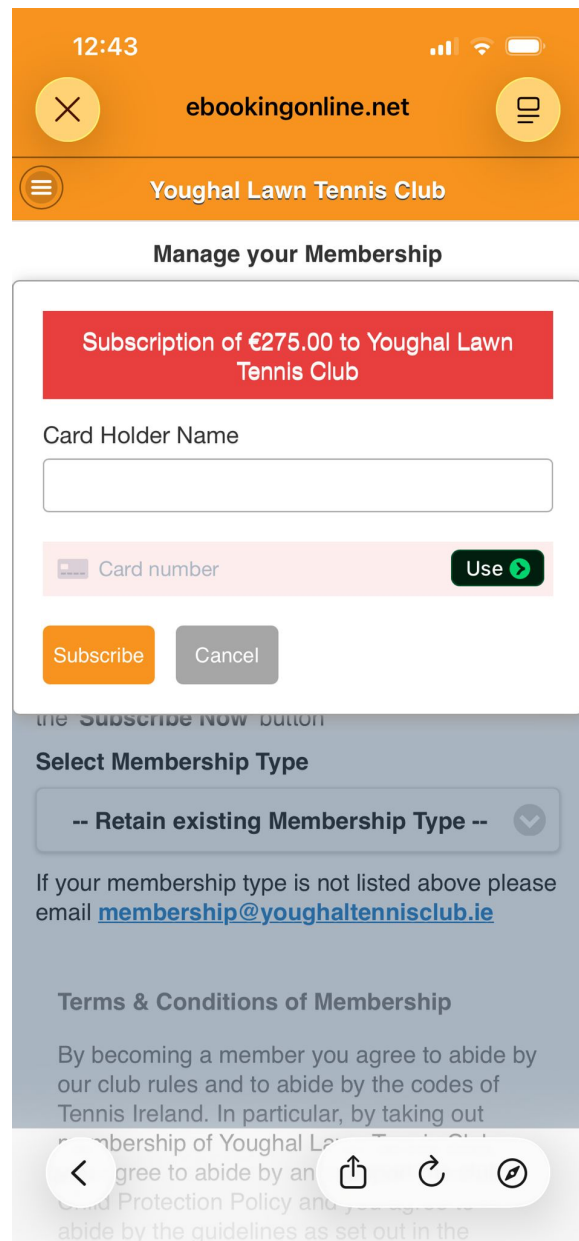
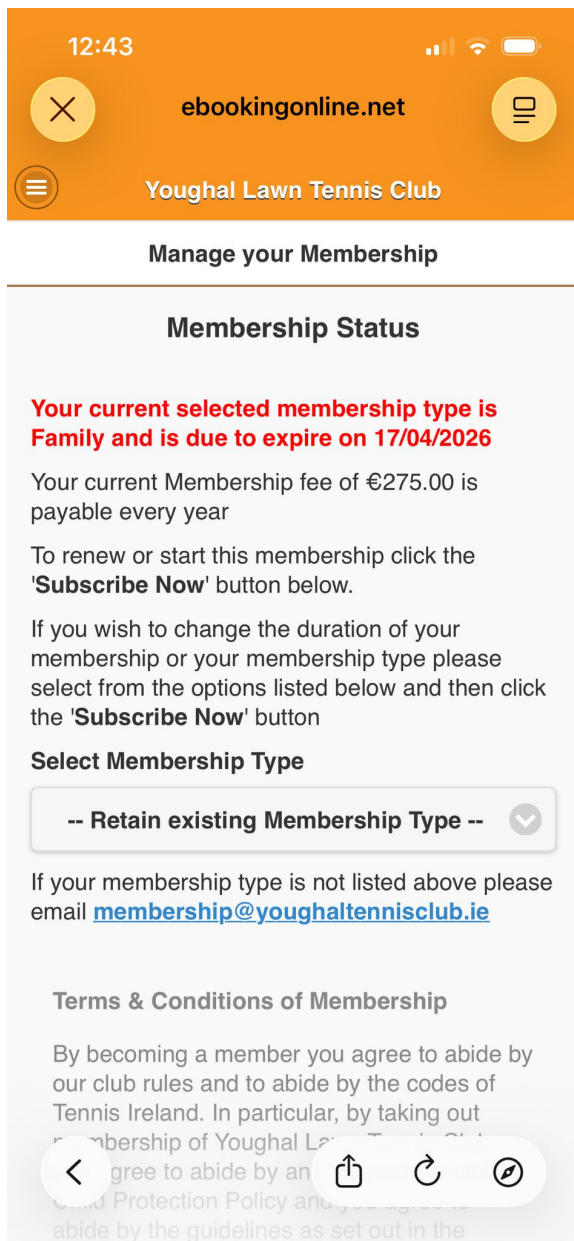
If you do not subscribe before the 1st May 2026, you can still subscribe within 60 days. After this you will be marked as inactive and no longer have access to court booking system.

Mobile App Subscription Instructions

If you wish to use the mobile App to set your membership subscription, then go the “Membership Section” of the App.



Select your subscription type, then click the box to agree to the terms and conditions and click subscribe now, at this point a pop-up should appear for you to add your card details.



Coaching Payments – Add Credit To Your Account

To pay for any coaching monies owed (Junior and Adult) then you must first add credit to your account via the **“Manage Account”** – **“Add Credit”** options.

Once you have added sufficient funds to pay for the coaching you may then “book onto (pay)” the event via the court booking system as directed to by club admins.

YLTC will inform you which court booking event to “book on” for so the payment is made.

If you don’t have sufficient credit in your membership account then the system will not allow you to book onto the event and you won’t be marked as paid.

Youghal Lawn Tennis Club
https://youghaltennisclub.ie

Manage Account

Name TESTFAMILY Test-Family
Member No. 575

Update Passwords

Current Password New Password Confirm New Password **Update Password**

New PIN Confirm New PIN **Update PIN**

Add Credit

Add Credit to your Account Your current account balance is €0.00

Enter the amount to top up in (€) **Add Credit** **Update Card** **View history** **Enter Voucher**

Membership

Your current membership type is "Family" and the renewal date is 01/05/2026

Account Details

Receive email confirmations Receive rich text emails
Hide name from bookings
List phone numbers & Email address in the Directory

Refund Policy
Contact: James Cooley
Telephone: 35387799716
Email Address: info@youghaltennisclub.ie

Junior Lesson Sibling Discount

YLTC will credit each junior membership account by €5 where a sibling discount applies.

Family members will see the credit in the main family account, for junior members it will be in the account(s) which qualify for the sibling discount.

You would then top up the relevant account by the amount owed for that child (€60/€55 euro if attending one day or €120/€110 if attending two days).

If you do not see the credit in your account when you attempt to book on and pay then please email admin@youghaltennisclub.ie and we can apply the discount before you book on/pay.

If you have booked on before the €5 credit was applied to your account and you were entitled to the sibling discount please email admin@youghaltennisclub.ie and we will send you a voucher code which can be used to redeem the credit for future lessons. For example:



You can check your BALANCE in the “Manage Accounts” section.

Example Coaching Payment

STEP 1: Ensure you can access your members account with your membership number and password which you should have set as per above instructions.

NOTE: if you have multiple juniors then each junior will have their own membership number so you will need to add credit and make separate payments for each junior. You may use the same email address and payment card for multiple juniors.

NOTE: If you have a family membership then you should add credit to your main family membership account, the main family member then selects which junior they are booking on for the lessons.

STEP 2: Add sufficient credit to the members account. If you don't then you will get an error message stating you do not have sufficient credit in your account.

STEP 3: Go to Court Booking System (via Calendar) and select the Day(s) that your Junior is signed on to, i.e.

select **Click to Book** in one of the time slots (*note time/court doesn't matter*)

If your Junior is attending more than one day you must repeat the process for each day the Junior is attending lessons.

Example to book on/pay for Saturday lessons:

Youghal Lawn Tennis Club
<https://youghaltennisclub.ie/>

Tennis Time now 4:10:05 pm

Sat, 31st Jan 2026
 TESTFAMILY Test-Family
 Logged in

[Manage Bookings](#)
[Manage Account](#)
[Directory](#)
[Sign out](#)

Court 1	Court 2	Court 3	Court 4
08:00 Available	08:00 Available	08:00 Available	08:00 Available
08:30 Available	08:30 Available	08:30 Available	08:30 Available
09:00 Available	09:00 Available	09:00 Available	09:00 Available
09:30 Available	09:30 Available	09:30 Available	09:30 Available
10:00 Junior Coaching (Jan-March) Click to Book	10:00 Junior Coaching (Jan-March) Click to Book	10:00 Junior Coaching (Jan-March) Click to Book	10:00 Junior Coaching (Jan-March) Click to Book
10:30 Junior Coaching (Jan-March) Click to Book	10:30 Junior Coaching (Jan-March) Click to Book	10:30 Junior Coaching (Jan-March) Click to Book	10:30 Junior Coaching (Jan-March) Click to Book

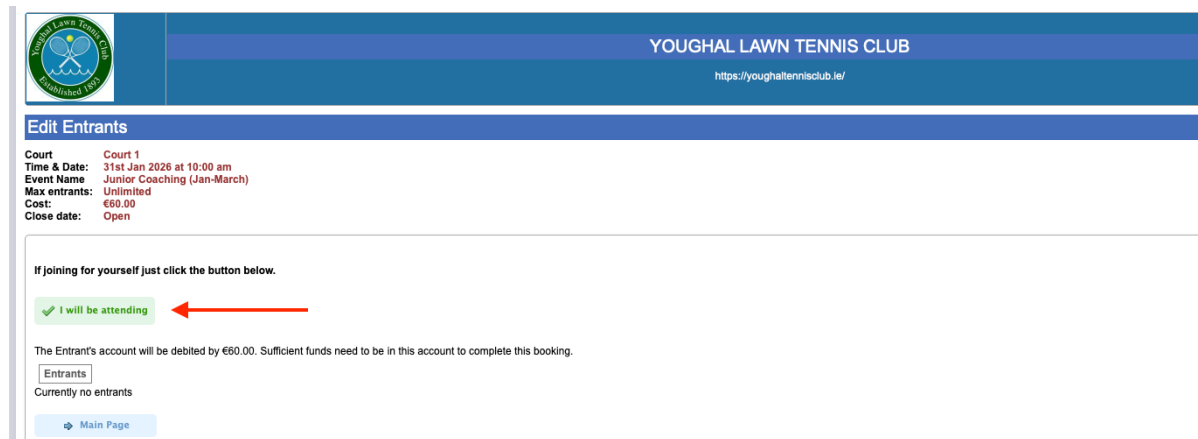
[January](#) 2026
 Su Mo Tu We Th Fr Sa
 28 29 30 31 1 2 3
 4 5 6 7 8 9 10
 11 12 13 14 15 16 17
 18 19 20 21 22 23 24
 25 26 27 28 29 30 31
 1 2 3 4 5 6 7
 < Previous Next >

[< Earlier Times](#)
[Later Times >](#)
[Cancellation Alert](#)
[Find a Game](#)
 No. of Courts | No. of Sessions

Junior Payments - Junior Memberships

For each Junior you are paying for you will need to logon to their respective account using the associated membership number before clicking on “Click to Book”

Then providing that Junior account has sufficient credit simply click on “I will be attending”



The screenshot shows the 'Edit Entrants' page for the Youghal Lawn Tennis Club. The page header includes the club's logo and name, along with the URL <https://youghaltennisclub.ie/>. The event details are as follows:

Court	Court 1
Time & Date:	31st Jan 2026 at 10:00 am
Event Name	Junior Coaching (Jan-March)
Max entrants:	Unlimited
Cost:	€60.00
Close date:	Open

Below the event details, there is a green button labeled "I will be attending" with a red arrow pointing to it. A note states: "If joining for yourself just click the button below." Below the button, a message reads: "The Entrant's account will be debited by €60.00. Sufficient funds need to be in this account to complete this booking." There is also a "Main Page" link at the bottom.

If your Junior is attending two days of lessons then you should repeat this process for each day (e.g. if attending Thursday and Sat you need to book-on/pay for each day)

If you have more than one Junior attending lessons please repeat the process for each Junior via that juniors membership account. You can use the same email/card for multiple accounts.

Please check if there is a sibling discount applied to your account (if applicable) before adding credit.

Once successfully booked-on/paid you will get an email indicating you have paid and what your membership balance is.

eBookingOnline Booking Confirmation

Hi Test 2,

This is a confirmation email that you have been registered to the following event at Youghal Lawn Tennis Club.

Event	Junior Coaching (Jan-March)
Date	10:00 am 31st Jan 2026
Court	Court 1
Cost	€60.00
Status	Paid
Balance	€140.00

To manage your bookings or change your email preferences visit the Club Booking system at:

<https://ebookingonline.net/box/628>

Please do not reply to this email, it is sent from an unattended mailbox, if you have problems in managing your account please contact your [club administrator](#).

This email was sent using the eBookingOnline Court Reservation System for more information please visit ebookingonline.net

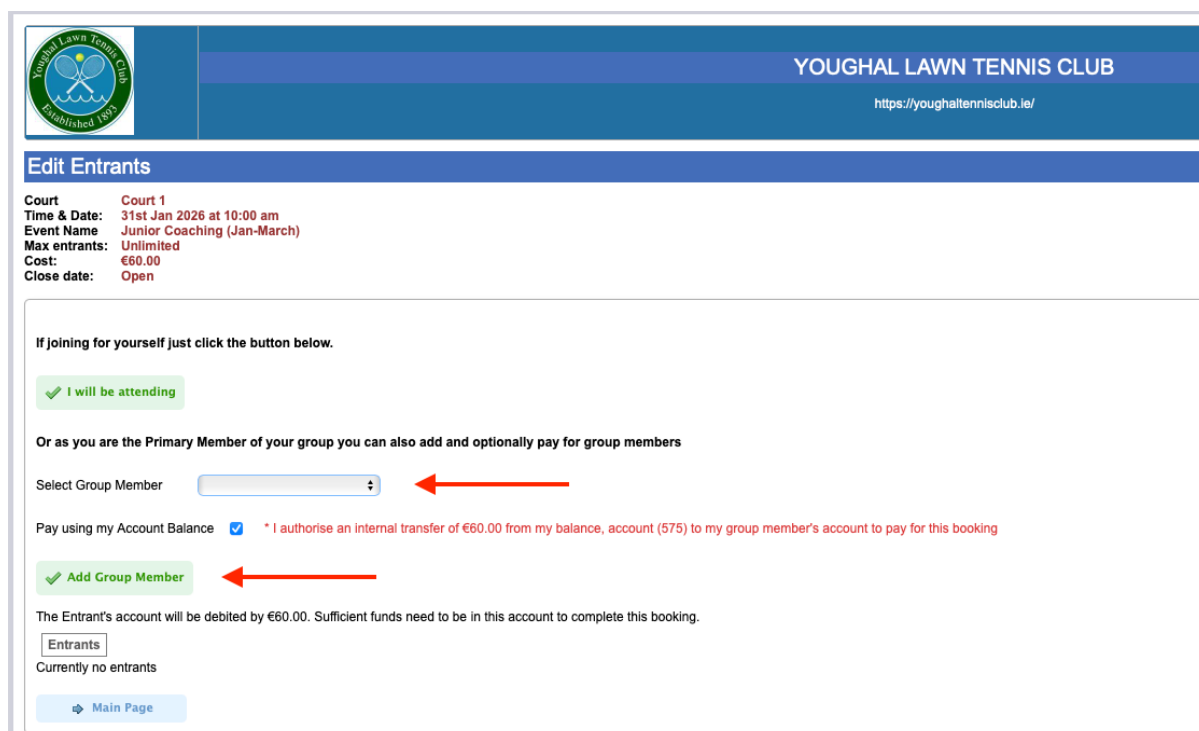
Junior Payments - Family Memberships

The system is setup so the main family member makes payments on behalf of the juniors linked to their family account. In this case credit should be added to the main family members account.

If you are the main family member then you see the following screen, please select the child you are booking on (i.e. paying for) as follows:

NOTE DO NOT CLICK ON ADD "I will be attending" as this will add the parent and not the junior

- 1). "Select Group Member": *This is a drop down list with the list of Juniors linked to your family account. Select the junior you are booking on/paying for.*
- 2). Click Button "Add Group Member"



Youghal Lawn Tennis Club
Established 1893
https://youghaltennisclub.ie/

Edit Entrants

Court: Court 1
Time & Date: 31st Jan 2026 at 10:00 am
Event Name: Junior Coaching (Jan-March)
Max entrants: Unlimited
Cost: €60.00
Close date: Open

If joining for yourself just click the button below.

I will be attending

Or as you are the Primary Member of your group you can also add and optionally pay for group members

Select Group Member **←**

Pay using my Account Balance * I authorise an internal transfer of €60.00 from my balance, account (575) to my group member's account to pay for this booking

Add Group Member **←**

The Entrant's account will be debited by €60.00. Sufficient funds need to be in this account to complete this booking.

Entrants
Currently no entrants

[Main Page](#)

Refunds

If you are entitled to a refund then we can issue the refund from the system and it will re-add the credit back into your EBO account.

Issues or Questions

Not getting emails

- please check your account settings and that you have *ticked "Receive Email Confirmations"*
- Check your SPAM, emails come from noreply@ebookingonline.net

For all other queries or if you need help using the EBO system please contact **Admin@YLTC**

- Mobile/WhatsApp: (083) 209 4866
- Email: admin@youghaltennisclub.ie